



**Lebanese American University**

**UNIVERSITY SCHOLARSHIP PROGRAM - V  
AID-268-A-13-00004**

**ANNUAL REPORT**

**REPORTING PERIOD:**  
October 2013 – September 2014

**SUBMITTED TO:  
UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT  
(USAID)**

**Mr. Abdo Ghie – Sep 17, 2015**

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# **IMPACT SUMMARY AS OF SEPTEMBER 2014**

USP V - Year I PMP											
Indicator Number	Activity	Indicator	Target unit	Rationale Behind Targets		Year I (Oct 2012 to Sep 2013)					
					Baseline	Target Year I	Q1	Q2	Q3	Q4	Achieved Year I
Standard Indicators											
1		Number of individuals from underserved and/or disadvantaged groups accessing tertiary education programs	scholars	As per agreement		56					59
2		Number of individuals from underserved and/or disadvantaged groups trained as a result of USG Investments Involving Higher Education Institutions	scholars (Total)	As per agreement		56					59
			Outside Beirut & Mount Lebanon Scholars	USAID guidance: at least 70% from outside Beirut & Mount Lebanon		39					41
Life of Project Indicators											
3	Percentage of students with sustained academic average throughout the project lifetime as reflected in their cumulative GPA	Determines students commitment and effectiveness of academic advising	% of scholars	As per agreement	90%	70%					
4	Retention & Graduation Rates	Students willingness / ability to succeed in the program	Number of scholars	As per agreement	NA	95%					
5	Percentage of students graduating with a cumulative GPA above 3	Indicator of number of distinguished students	% of scholars	As per agreement	NA	80%					
6	Percentage of students assuming leadership roles at LAU	Measure success of student-training-student	% of scholars	As per agreement	80%	80%					

7	Percentage of admitted students prepared for the labor market	Measures student readiness to compete in the labor market	% of scholars	As per agreement	NA	95%					
8	Percentage of admitted students not enrolled in a graduate study program and employed 3-6 months after graduation from LAU	Measure correlation between academic majors, career services, experiential learning and internship opportunities	% of scholars	As per agreement	NA	70%					
<b>Outreach: Advertisement and Production</b>											
9	Design Application, Brochure, Website, poster...	Promotional Materials Developed	Number of Promotional Materials Developed		4	4	4				4
10	Advertising in leading newspapers	USP V advertised in 3 newspapers	Number of Advertisement	4 in each of the three newspapers	12	12	3	10			13
11	LAU personnel highlighting USP V during their appearances in Lebanese Radio & TV stations	Number of media appearances	Media appearances	Generate more publicity for USP V	1	1	1				1
12	Distribute the USP V brochure to public high schools throughout Lebanon	USP V brochure distributed	Number of Brochures	Increase coverage and advertisement	7000	7000	96	9288			9384
13	Distribute the USP V brochure to public high schools throughout Lebanon	Number of Public Schools Receiving Brochures and promotional items	Public high schools	Promote USP V directly in schools	239	240	4	268			272
14	Admissions officers distribute Admissions & F.A. applications	Number of applications distributed	applications	Facilitate the task of filling the application	4945	5000	63	6513			6576
15	Send electronic copies of the USP V brochure to LAU alumni & friends	USP V brochure sent electronically	LAU alumni & friends	USP III covered 15950 address	15949	15950	18396				18396
16	Promote USP V award in magazine, Alumni bulletin, president's report and Social Media	USP V Award promoted	LAU magazine, Alumni bulletin, president's report and Social Media	Promote USP V broadly	4	4	2				2
<b>Recruitment</b>											

17	LAU Admission officers schedule meetings with public school principles & visit them & present USP V to their students	Number of public high schools visited	Public high schools	Promote USP V directly in schools	239	240	78	164			242
		Number of public technical schools visited	Technical schools	Promote USP V directly in schools		30	1	59			60
18		Number of Students attended LAU school visits	approximate number of students in the public school	Promote USP V directly in schools	USP III reached out to 17341 students	15000	6086	13556			19642
<b>Career Counseling</b>											
19	Organize a special career counseling workshop for the top interviewed candidates	Number of scholars attending the career counseling workshop	Number of scholars		108	120				102	102
<b>Orientation</b>											
20	Invite scholars to a special multi-day orientation program given by the USP V:director/coordinator/faculty/ and staff and student mentors/orientation leaders	Number of scholars attending the multi-day orientation program	Number of scholars	The number of recipients of this award is 56	85	56				59	59
21		Number of Orientation Sessions held for USP V Scholars	sessions	USP V specific orientation and LAU general orientation	2	2				2	2
<b>Housing and Other Facilities</b>											
22	Admit Students to LAU Dorms or LAU sponsored housing	Number of Scholars admitted to student housing	scholars (Total)	as per the award	76	38				41	41
<b>Intensive English and Tutoring</b>											
23		Number of Scholars admitted to intensive English - one semester	scholars (Total)	Estimate: same % of USP III	22	14				19	19
24		Number of Scholars admitted to intensive English - two semesters	scholars (Total)	Estimate: same % of USP III	14	9				6	6

## PROGRESS SUMMARY

### USP V - Year I Work Plan

				Q1			Q2			Q3			Q4		
Activities	Output	Status	Owner	Oct 2013	Nov 2013	Dec 2013	Jan 2014	Feb 2014	Mar 2014	Apr 2014	May 2014	Jun 2014	Jul 2014	Aug 2014	Sep 2014
Advertisement and Production															
Design new and comprehensive Admission and Financial Aid applications	Design completed	Completed	AVP EM	x	x	x									
Secure MEHE authorization to visit public schools and follow up on MEHE informative letter sent to schools	MEHE and public schools informed	Completed			x										
Advertise in leading newspapers and social media in Lebanon	Advertisement complete	Completed	AVP EM		x	x	x	x							
Develop a USP V brochure	USP V brochure developed	Completed	AVP EM	x	x										
Secure USAID concurrence on the advertising materials	USAID approval collected	Completed													
Schedule meetings with public school principals including technical schools, visit them, & present USP V to their students	Public high schools visited & USP V presented	Completed	Admission Offices		x	x	x	x	x						
Distribute Admission and FA applications to public schools	Admission & F.A. applications distributed	Completed	Admission Offices		x	x	x	x	x						
Distribute the USP V brochure to public high schools throughout Lebanon	USP V brochure distributed	Completed	Admission Offices		x	x	x	x	x						
Send electronic copies of the USP V brochure to LAU alumni & friends	USP V brochure sent electronically	Completed	AVP EM			x									
Recruitment & Selection															
Receive applications	Applications received	Completed	Admission Offices		x	x	x	x	x						
Review submitted applications and highlight missing documents	applicants are informed about missing documents	Completed	Admission Offices		x	x	x	x	x	x					
Align with the testing office on specific testing windows for USP V applicants	Testing dates set	Completed				x	x	x							

Identify students who will be invited for testing based on their high school grades	Scholars invited for testing	Completed	AVP EM& Admission Offices								x	x	x			
<b>Schedule meetings for overall review of students database: region, gender, school grades, English and sophomore exam grades</b>	Students evaluated	Completed	Selection Committee								x	x	x	x		
Identify a list of top candidates who will be invited for interviews	Scholars invited for Admissions and Financial Aid interviews	Completed	AVP EM& Admission Offices									x	x	x	x	
Collect BAC II and technical Baccalaureate results of shortlisted candidates	BAC II results collected	NA	Admission Offices											X	X	
<b>Schedule meetings for the review of tested students database: region, gender, school grades, English and sophomore exam grades, interview performance, financial aid assessment and BAC II results</b>	Students evaluated	Completed	Selection Committee										x	x	x	
Select a preliminary list of 56 finalists	56 scholars highlighted for potential selection	Completed	Selection Committee										x	x	x	
Create a waiting list of 2 <sup>nd</sup> tier applicants	Waiting list created	Completed	Selection Committee										x	x	x	
Send provisional acceptances to the selected 56 applicants	54 provisional acceptances sent	Completed	Admission Offices											x	x	
Send final acceptances to the selected 56 applicants	Final 54 acceptances sent	Completed	Admission Offices											x	x	x
Provide USP V scholars with written confirmation of their scholarship & its details	Scholars receive their confirmation letters	Completed	Admission Offices											x	x	x
<b>Career Counseling</b>																
Organize a special career counseling workshop for the top candidates among those interviewed	Special workshop organized	Completed	AVP EM/ OCE												x	
<b>Orientation</b>																

Organize special multi-day orientation program given by the USP V director/coordinator/staff and student mentors	Multi-day orientation program organized	Completed	OCE													x	x
Invite scholars to attend LAU's general orientation program	General orientation program attended	Completed	OCE													x	x
Assist in opening bank accounts	Bank accounts opened	Completed	OCE													x	x
Provide scholars with email accounts	Email accounts provided to scholars	Completed	OCE													x	x
Collect scholars' signature on Memorandum of Understanding explaining the conditions of the scholarship & the responsibilities of LAU & the student	Memorandum of Understanding signed	Completed	OCE													x	x
<b>Housing and Other Facilities</b>																	
Assign rooms for scholars who must stay in LAU sponsored dorms	Rooms Assigned	Completed	OCE														x
Welcome scholars in LAU dorms	Scholars welcomed	Completed	OCE														x
<b>Academic Formation</b>																	
Advise scholars for registration purposes	Scholars advised & registered	Completed	OCE														x
<b>Project Material</b>																	
Submit along with the annual report all project material used in Y1	Submit advertng documents, acceptance and anti-terrorism certification, career workshop material and orientation manuals	Completed															x
<b>Extra-curricular Activities and Leadership</b>																	
<b>Not Applicable to Year 1</b>			OCE														
<b>Career Development and Internships</b>																	
<b>Not Applicable to Year 1</b>			OCE														



## **Program Summary**

1. Duration: the period of the agreement is September 30,2013 to September 29,2018
2. Objectives: LAU to enroll as of Fall 2014, 56 academically qualified and financially needy male and female students with demonstrated potential for leadership and civic engagement from both rural and urban areas, representing Lebanon's diverse confessional makeup.
3. Scope:
  - a. Students with regular baccalaureate degree may be enrolled in one the following 21 majors: Business, Chemistry, Communication Arts, Computer Science, Economics, Education, English, Graphic Design, Hospitality and Tourism Management, Mathematics, Nursing, Nutrition, Political Science, International Affairs, Psychology, Social Work, Civil Engineering, Computer Engineering, Electrical Engineering, Industrial Engineering and Mechanical Engineering.
  - b. Students with a technical baccalaureate degree may be enrolled in one of the following 8 majors: Business, Communication Arts, Education, Hospitality and Tourism Management, International Affairs, Nursing, Political Science and Psychology.
  - c. The award will cover: Tuition fees for the duration of the program including one preparatory year if needed, Medical Insurance, Book allowance, Student housing or Transportation Allowance, a Monthly Stipend for a maximum of 11 months per year and a Laptop.
4. Key Activities and Phases:
  - a. Advertisement and production
  - b. Recruitment
  - c. Orientation
  - d. Housing and other facilities
  - e. Intensive English and Tutoring
  - f. Academic Formation
  - g. Extra-curricular activities and Leadership
  - h. Career Development and Internships

## **Detailed Progress**

### **I - Dissemination**

#### *a. Ministry of Education and Higher Education*

On October 7, 2013 Assistant Vice President for Student Development and Enrollment Management sent a letter to the Director General of the Ministry of higher Education asking for his support and authorization to start visiting public high schools.

On October 28, 2013 an official memo was issued by the Ministry of Education accepting our request. Also on November 12, 2013 Assistant Vice President for Student Development and Enrollment Management sent a letter to the Director General of the Ministry of technical Education asking for his support and authorization to start visiting technical public high schools.

*b. Newspaper advertisements (Annex 1)*

On November 19 we received USAID approval on the newspaper advertisement content and outlets. Accordingly we advertised USP V in 5 different newspapers between December 2013 and March 2014:

- As Safir (December 9, January 9, February 3 and February 26 )
- Al Balad (December 17 first page, January 17, February 11, March 14)
- L'Orient le jour (December 26, March 22)
- An Nahar (January 3 first page, January 27 and February 26)

*c. Brochures and applications*

In Quarter I LAU designed and printed 9500 flyers (Annex 2), 1000 posters (Annex 3) and 7300 Admission and Financial Aid applications (Annex 4). These advertising documents were sent and distributed to public high schools during the recruitment visits. These documents were cleared and approved by USAID on November 25.

*d. Media appearance*

On November 2, 2013 Assistant Vice President for Student Development and Enrollment Management highlighted USP V during his live interview on Al Future TV in “Alam Al Sabah” program. (Annex 5)

*e. Alumni and friends*

On November 27 an email announcing USP V and all its relevant information was sent electronically to our Alumni and friends.

*f. Web*

[www.lau.edu.lb/usp](http://www.lau.edu.lb/usp) was updated to reflect USP V new modified recruitment conditions and application. The address was promoted in our newspaper advertisements, communicated to all public high schools, and added to USP publications (brochures and applications).

*g. Facebook and Twitter*

On December 3, 2013 and after collecting USDIAD approval on the content, a USP V Advertisement was published on Facebook and twitter. (Annex 6)

*h. Amideast*

25 copies of each the application, poster and flyer were sent to Amideast in order to reach out to the Access students.

II- Visiting public high schools

Between November 2013 and March 2014 LAU visited 242 regular and 60 technical public high schools across the different regions of Lebanon. During these visits LAU admission personnel met and communicated USP V to 19642 students. Attached are some pictures of public high schools visited (Annex 7) showing LAU personnel presenting and discussing USP V with public high school students.

III- Receiving student's applications

Due to the unstable security situation in the north, school visits were rescheduled several times and schools had to close for several days which caused a considerable delay in LAU visits to the North and in the student's capability to complete their application and send it to LAU. Therefore and after securing USAID approval the application deadline was extended from March 31, 2014 to April 30, 2014. This extension gave students time to collect their grades and submit their applications. LAU admission offices contacted the

visited schools and informed them about the deadline extension. By end of April 2014 the total number of applications received was 861 distributed among governorates and mixed between male and female applicants.

The Admissions offices reviewed all applications, contacted students to provide the missing information, and conducted a due diligence check for all program requirements. In the first week of May 815 applications were completed and ready to be considered for the first selection phase.

#### IV- Running LAU Entrance Exams

In total the top 716 applicants were called by the Admission offices in both campuses and were asked to register for the exams. These 716 applicants were fairly distributed by gender, geographic region and major. The IDs of applicants shortlisted for exams were posted on USP website.

Two exam sessions were planned and done, the first one in Beirut campus on May 10, 2014 and the second one in Byblos campus on May 17, 2014

Out of the 716 applicants, 592 took the SE and EEE exams and around 33% of the students were eliminated because they scored below the minimum acceptable grades. Results were entered in the applicants' database to prepare for the interview selection phase.

#### V – Running the Interviews:

- Applicants were grouped by major and a minimum score on each of the SE and EEE exams were set for every major for the applicant to qualify for the interviewing selection phase.
- LAU called the academically top 226 students for selection and financial aid interviews.
- The IDs of all applicants shortlisted for interviews were posted on USP website
- The aim of the selection interview was to assess applicants' potential leadership skills, community service activities, social engagement and communication skills.
- To facilitate this task a scorecard was developed and students were graded separately by each committee member. Grades were later consolidated and averages calculated.
- Two selection interviewing committees were formed, one in each Campus.
- The aim of the financial aid interview was to assess and confirm the financial status of each applicant.
- Financial aid interviews were led by the Financial Aid Director of every Campus and were done on the same day of the selection interview.
- Beirut campus interviews were held on June 23,24,25,26,27,30 and July 1,2,3,4; Byblos campus interviews were held on June 23,24,25,26,30 and July1.

#### VI - Students Selection and Enrollment

- On July 22<sup>nd</sup>, the selection committee met and selected 56 applicants for acceptance. Another 52 students were placed on the waiting list.
- The selection process was placed on hold until USAID issues a formal guidance on the finalists' selection in the absence of the Official Lebanese Baccalaureate correction and results.
  - a. SE scores
  - b. EEE results
  - c. Interview Results
  - d. Grade 10 & 11 combined average of 12 /20 or more
- On August 25 the admission offices contacted the 56 finalists, informed them about their acceptance and asked them to come to LAU to:
  - a. Sign the official admission letter
- On August 28 LAU sent the detailed request to recruit 3 additional students under USP V and approved the request on the same day.
- The 59 selected students met both the gender and geographic distribution required.
- Due to cost savings under USP III. LAU requested on August 29 to recruit 8 additional students from the pool of USP V waiting list. The remaining 3 were replaced and the newly proposed names were approved on September 10.

### VII- Career Counseling Workshop:

Applicants placed on the finalist and waiting lists were invited to attend a career counseling workshop on Monday August 18 in Beirut campus (Annex 8). The objective of the workshop was to:

- Confirm the chosen majors
- Confirm dorms need
- Confirm if students are interested in a teaching degree
- Explain the potential careers associated with different majors

This workshop was led by LAU career guidance professionals in both campuses, and attended by LAU USP management and representatives from the different schools.

As an immediate outcome of the workshop 9 students changed their choice of major under the scholarship.

### VIII – Students Orientation and Registration

USP V students underwent 2 types of orientation: a specific orientation (organized by the Outreach & Civic Engagement unit) which took place on September 4, 2014 (Annex 9) and on September 27, 2014 (Annex 10) as well as their general orientation (organized by the Deans of Students' offices in both Beirut and Byblos) which was between September 8 and September 16, 2014 depending on the campus and the major.

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## الجامعة اللبنانية الأميركية (LAU) والوكالة الأميركية للتنمية الدولية (USAID)

تطلقان للسنة الرابعة على التوالي منحة جامعية  
كاملة لطلاب الثانويات الرسمية والمهنية

تعلن الجامعة اللبنانية الأميركية (LAU) أنه وبدعم من الشعب  
الأمريكي من خلال الوكالة الأميركية للتنمية الدولية (USAID)  
ستقوم بإطلاق برنامج هدفه توفير التعليم الجامعي لأربعة  
وخمسين طالب وطالبة من الثانويات الرسمية والمهنية يتم  
اختيارهم بالتساوي من حيث الجنس من المحافظات الست  
من مختلف أرجاء لبنان. بعد ملاءمتهم الشروط الموضوعه  
لهذه الغاية. علماً أن انتساب الطلاب الجدد إلى الجامعة  
سيتم اعتباراً من فصل الخريف ٢٠١٤.

يؤمن هذا البرنامج القسط الجامعي السكن الطلابي أو بدل  
نقله التأمين الصحي، بدل كتب، علاوة نفقات شهرية وجهاز  
كمبيوتر شخصي لكل المنتسبين طوال فترة الدراسة الجامعية.  
ستبلغ مكاتب القبول في الجامعة اللبنانية الأميركية وخلال  
الفترة الممتدة بين تشرين الثاني ٢٠١٣ و كانون الثاني ٢٠١٤.  
الثانويات الرسمية والمهنية اللبنانية بتفاصيل هذا البرنامج  
وشروط الانتساب إليه للراغبين وستتولى الجامعة توزيع  
المنشورات والمطبوعات الخاصة ببرنامج دعم المنح الجامعية  
(University Scholarship Program).

إن الموعد النهائي لتقديم الطلبات إلى البرنامج هو ٣١ آذار ٢٠١٤  
لمزيد من المعلومات الرجاء الإتصال بمكتب القبول:

برجت  
Tel. 01-798 464/98 ext. 1250  
admission@lau.edu.lb  
مراجعة الموقع الإلكتروني للجامعة:  
www.lau.edu.lb/usp  
بريد  
Tel. 09-637 254/62 ext. 2091  
admission.lb@lau.edu.lb



**USAID**  
FROM THE AMERICAN PEOPLE



جامعة اللبنانية الأمريكية  
Lebanese American University

الجامعة اللبنانية الأمريكية (LAU)  
والوكالة الأميركية للتنمية الدولية (USAID)  
تطلقان للسنة الرابعة على التوالي  
منحة جامعية كاملة لطلاب الثانوية الرسمية والمهنية

تعن الجامعة اللبنانية الأمريكية (LAU) أنه وبدعم من الشعب الأمريكي من خلال الوكالة الأميركية للتنمية الدولية (USAID) ستقوم بإطلاق برنامج هدفه توفير التعليم الجامعي لأربعة وخمسين طالب وطالبة من الثانويات الرسمية والمهنية يتم اختيارهم بالتساوي من حيث الجنس من المحافظات الست من مختلف أرجاء لبنان. بعد ملاءمتهم الشروط الموضوعه لهذه الغاية. علماً أن انتساب الطلاب الجدد إلى الجامعة سيتم اعتباراً من فصل الخريف ٢٠١٤.

يؤمن هذا البرنامج القسط الجامعي، السكن الطائفي أو بدل نقل، التأمين الصحي، بدل كتب، علاوة نفقات شهرية وجهاز كمبيوتر شخصي لكل المتسقين طوال فترة الدراسة الجامعية. سنبّح مكاتب القبول في الجامعة اللبنانية الأمريكية وخلال الفترة الممتدة بين تشرين الثاني ٢٠١٣ و كانون الثاني ٢٠١٤، الثانويات الرسمية والمهنية اللبنانية بتفاصيل هذا البرنامج وشروط الإنتساب إليه للمراغبين وستتولى الجامعة توزيع المنشورات والمطبوعات الخاصة ببرنامج دعم المنح الجامعية (University Scholarship Program)

إن الموعد النهائي لتقديم الطلبات إلى البرنامج هو ٣١ آذار ٢٠١٤.  
لمزيد من المعلومات الرجاء الإتصال بمكتب القبول.





**USAID**  
FROM THE AMERICAN PEOPLE



**LAU**  
لبنانية أمريكية  
Lebanese American University

**La Lebanese American University (LAU)  
et l'Agence Américaine pour le  
Développement International (USAID)**

**offrent, pour la quatrième année consécutive,  
une bourse d'étude aux étudiants libanais  
des écoles publiques et techniques.**

Grâce au soutien du peuple américain à travers l'USAID, LAU annonce le lancement du programme University Scholarship Program (USP) dont le but est d'offrir une bourse d'étude universitaire à 54 étudiants libanais des écoles publiques. Les étudiants qui bénéficieront de la bourse seront sélectionnés équitablement tout en assurant un juste équilibre entre les sexes et entre toutes les régions du territoire libanais et ce dans le cadre des termes et conditions du programme. Les boursiers commenceront leurs études à LAU en automne 2014.

Le programme offre une bourse d'étude complète comprenant le logement (ou les frais de transport), l'assurance médicale, une allocation de livres, une indemnité mensuelle ainsi qu'un ordinateur portable (Laptop) pour chaque étudiant et ce pour toute la période des études.

Entre les mois de novembre 2013 et janvier 2014, le personnel des bureaux d'admission de l'Université LAU visiteront les écoles publiques pour expliquer en détail le programme ainsi que les conditions d'admissions. Des prospectus seront aussi distribués.

**La date limite pour déposer les demandes d'admission  
pour le programme USP sera le 31 Mars 2014.**  
Pour plus de renseignements, prière de consulter le site internet  
[www.lau.edu.lb/usp](http://www.lau.edu.lb/usp) ou de contacter le bureau des admissions

**Beirut**  
Tel. 01 786 456/64 poste 1355  
admissions.lb@lau.edu.lb

**Beirut**  
Tel. 09 542 254/62 poste 2191  
admissions.lb@lau.edu.lb [www.lau.edu.lb/usp](http://www.lau.edu.lb/usp)



## Annex 2: USP V Flyer

**USP V SELECTION PROCESS:**

- November 2013 – March 2014:** Recruitment phase and application completeness
- April 2014 – June 2014:** Review of applications and students shortlisting for exams (English Entrance and Sophomore Exams)  
Selection criteria: application completeness and high school grades
- June 2014 – August 2014:** Interview period  
Selection criteria: high school grades, entrance exam results and official Lebanese baccalaureate score
- July 2014 – September 2014:** Final selection  
Selection criteria: high school grades, entrance exam results, interview results, official Lebanese baccalaureate score and financial aid assessment




### University Scholarship Program (USP V) at LAU



**LAU**

**Contact us:**

**Admissions Office**  
Beirut Campus  
P.O. Box 13–5053  
Chouran Beirut 1102 2801  
Lebanon  
Tel: 01 786464/56 ext 1355  
Fax: 01 786454  
admissions.beirut@lau.edu.lb

**Admissions Office**  
Byblos Campus  
P.O. Box 36  
Byblos  
Lebanon  
Tel: 09 547254/62 ext 2191  
Fax: 09 546560  
admissions.byblos@lau.edu.lb

[www.lau.edu.lb/usap](http://www.lau.edu.lb/usap)









The Lebanese American University (LAU) is pleased to introduce and launch the University Scholarship Program (USP V) that aims to provide undergraduate scholarships to 54 promising public high school students from all 6 governorates of Lebanon.

This program is made possible with the support of the American people through the United States Agency for International Development (USAID). USP V is very ambitious, generous and opens the door to a whole new generation of Lebanese to access university education at LAU.

#### WHO COULD JOIN USP V?

- To be eligible to apply to LAU under USP V, you should:
- Be enrolled in a public high school for at least the last 3 years of your secondary education and expected to complete your baccalaureate during summer 2014
  - Obtain a minimum of 12/20 on your official Lebanese Baccalaureate exam
  - Demonstrate your financial need status by completing the USP V Financial Aid Application
  - Be a Lebanese citizen
  - Obtain the minimum required scores on tests and exams as set by LAU
  - Demonstrate past and present performance of service and community activities
  - Not be registered at any university or have completed studies at any university
  - Register at LAU as a full-time student at all times

#### PROGRAMS YOU MAY APPLY FOR UNDER USP V

If you have a regular baccalaureate degree, you may apply to the following 21 majors in USP V:

- |                            |   |
|----------------------------|---|
| 1) Business*               | 12) Hospitality and Tourism Management* |
| 2) Chemistry*              | 13) Industrial Engineering*             |
| 3) Civil Engineering*      | 14) International Affairs*              |
| 4) Communication Arts*     | 15) Mathematics*                        |
| 5) Computer Engineering*   | 16) Mechanical Engineering*             |
| 6) Computer Science*       | 17) Nursing*                            |
| 7) Economics*              | 18) Nutrition*                          |
| 8) Education*              | 19) Political Science*                  |
| 9) Electrical Engineering* | 20) Psychology*                         |
| 10) English*               | 21) Social Work*                        |
| 11) Graphic Design*        |   |

If you have a technical baccalaureate degree, you may apply to the following 8 majors in USP V:

Major	Technical Field of Study
Business	Business
Communication Arts	Communication Arts
Education	Education
Hospitality and Tourism Management	Hospitality Management
International Affairs	Political Science
Nursing	Nursing
Political Science	Political Science
Psychology	Psychology

Check the following link: <http://admissions.lau.edu.lb/undergraduate/programs.php> for details regarding opportunities to enroll in a minor emphasis (such as sociology, digital media, business...) offered under select majors.

You may as well acquire a teaching diploma in the following majors: Chemistry, Education, English, Mathematics, and Psychology.

#### WHAT DOES USP V COVER?

If you are accepted, USP V will cover the following:

- Full tuition fees for the duration of your program (as per LAU's academic regulations), including one preparatory year if needed in certain program
- Medical Insurance
- Book allowance
- Student housing or transportation allowance
- A monthly stipend for a maximum of 11 months per year
- Laptop

\* Beirut or Byblos campus    \* Byblos campus only    \* Beirut campus only

#### HOW TO APPLY TO USP V?

To apply, you should submit the following required application documents:

- USP V Applications for Admission and for Financial Aid prior to March 31, 2014 to the Admissions Office in Beirut or Byblos
- Official high school transcript of the last three years sent directly to LAU's Admissions Office in a sealed and stamped envelope
- English proficiency proof by submitting one of the below:
  - SAT I writing section
  - Official score of the Test of English as a Foreign Language (TOEFL)
  - English Entrance Exam (EEE) administered at LAU if a or b are not available
- Certified copy of the official Lebanese Baccalaureate when available
- Two recent passport-size colored photos taken within the past six months
- Clear photocopy of your identity card or individual civil record
- All financial aid required documents specified in the application

#### Notes:

- The Application for Admission form may be downloaded at: [www.lau.edu.lb/usap](http://www.lau.edu.lb/usap)
- To register for the SAT, please visit the College Board's website at: [www.collegeboard.org](http://www.collegeboard.org)
- When registering for the TOEFL or SAT I, use LAU's code: 2595.
- The English Entrance Exam (EEE) is administered by LAU for shortlisted students. Details will be communicated to selected students by LAU admission team.
- To learn more about USAID you may visit their website at: <http://www.usaid.gov/lebanon>



### Annex 3: USP V Poster

**USAID**  
FROM THE AMERICAN PEOPLE

**LAU**  
الجامعة اللبنانية الأمريكية  
Lebanese American University

الجامعة اللبنانية الأمريكية (LAU)  
والوكالة الأميركية للتنمية الدولية (USAID)  
تطلقان للسنة الرابعة على التوالي

## منحة جامعية كاملة

لطلاب المدارس الرسمية والمهنية



يؤمن هذا البرنامج

- القسط الجامعي
- جهاز كمبيوتر شخصي
- السكن الطالب أو بدل نقل
- التأمين الصحي
- بدل كتب
- علاوة نفقات شهرية
- لا تتجاوز 11 شهر

لكل المنتسبين طوال  
فترة الدراسة الجامعية.

الموعد النهائي لتقديم الطلبات  
هو ٣١ آذار ٢٠١٤

المزيد من المعلومات يرجى الاتصال بمكتب القبول:

بيروت	جديل
Tel. 01 786464/56 ext. 1355	Tel. 09 547254/62 ext. 2191
admissions.beirut@lau.edu.lb	admissions.byblos@lau.edu.lb

ملاحظة: الموقع الإلكتروني للجامعة  
www.lau.edu.lb/usp



University Scholarship Program (USP V) at LAU  
**Admission and Financial Aid Application**  
**for Fall 2014**





University Scholarship Program (USP V) at LAU  
**Admission and Financial Aid Application**  
for Fall 2014



Attracting and retaining distinguished faculty  
 Attracting and retaining DIVERSE STUDENTS & En  
 Creating opportunities for rigorous research and for  
 EXCELLENCE socio-economically and working on pr  
 rit scholarship committed to excellence in s  
 and distinguished faculty who excel in teaching financial ai

opportunities, academic excellence, I



unity  
 ed staff committed to excellence in service d Le

excellence, students centeredness, civic ngagement, the education scholarsh

## List of documents to be submitted

You should submit the following required documents along with your application:

- ☐ Official high school grades of the last three years sent directly to LAU's Admissions Office in a sealed and stamped envelope
- ☐ English proficiency proof by submitting only one of the below:
  - a. SAT I writing section
  - b. Official score of the Test of English as a Foreign Language (TOEFL)
  - c. English Entrance Exam (EEE) administered by LAU if a or b are not available
- ☐ Certified copy of the official Lebanese Baccalaureate when available
- ☐ Two recent passport-size colored photos taken within the past six months
- ☐ Clear photocopy of your identity card or individual civil record
- ☐ All financial aid required documents (see attached check list at the end)

Please note that incomplete applications or applications with missing supporting documents will not be processed

## Selection process phases

- November 2013 - March 2014      Recruitment phase and application completeness
- April 2014 – June 2014      Review of applications and students shortlisting for exams (English Entrance and Sophomore Exams)  
Selection criteria: application completeness and high school grades
- June 2014 – August 2014      Interview period  
Selection criteria: high school grades, entrance exam results and official Lebanese baccalaureate score
- July 2014 – September 2014      Final selection  
Selection criteria: high school grades, entrance exam results, interview results, official Lebanese baccalaureate score and financial aid assessment

Please note that only the IDs of the shortlisted students who are invited to exams or interviews will be posted at [www.lau.edu.lb/usp](http://www.lau.edu.lb/usp) ; if your ID number is not posted online, this means that your application was not successful.

Failure to attend scheduled exams or interviews will result into withdrawal from the program.

## Notes

- To register for the SAT, please visit the College Board's website at: [www.collegeboard.org](http://www.collegeboard.org)
- When registering for TOEFL or SAT I, use LAU's code: 2595
- The English Entrance Exam (EEE) is administered by LAU for shortlisted students. Details will be communicated to selected students by LAU admission team. The test preparation material may be downloaded at <http://admissions.lau.edu.lb/files/eee-test-prep.pdf>
- Depending on your choice of major the Sophomore exam covers 3 out of the following subjects: mathematics, physics, chemistry, life science, general science, philosophy and economics.
- To learn more about USAID you may visit their website at: <http://www.usaid.gov/lebanon>

## Application Deadline

The Admission and Financial Aid applications must be submitted to the Admissions Office in Beirut or in Byblos and received prior to **March 31, 2014**



Attracting and retaining distinguished faculty  
 and retaining **DIVERSE STUDENTS** & Ex  
 creating opportunities for rigorous research and for  
**EXCELLENCE** socio-economically and working on pr  
 it scholarship committed to excellence in s  
 and distinguished faculty who excel in teaching financial ai  
 opportunities, academic excellence



and staff committed to excellence in service d Le  
 excellence, students centeredness, civic ngagement, the education scholarsh





9. Do you prefer: ☐ student housing or ☐ transportation allowance

why .....

10. Do you prefer to join:

☐ Beirut campus or ☐ Byblos campus

11. Name of person to contact in case of emergency .....

Relationship ..... Telephone .....

12. If you have a regular baccalaureate degree, you may apply to the following 21 majors in USP V. Mark your three choices of majors in order of preference (1 = most preferred, and 3 = least preferred).

It is compulsory that you select the 3 majors from the below listed choices. It is mandatory to explain in page 14 of this application why you are applying for these majors and how your choices can enable you to help your community and Lebanon. (You may write in English or Arabic.)

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> Business             | <input type="checkbox"/> Economics                        | <input type="checkbox"/> Industrial Engineering | <input type="checkbox"/> Political Science |
| <input type="checkbox"/> Chemistry            | <input type="checkbox"/> Education                        | <input type="checkbox"/> International Affairs  | <input type="checkbox"/> Psychology        |
| <input type="checkbox"/> Civil Engineering    | <input type="checkbox"/> Electrical Engineering           | <input type="checkbox"/> Mathematics            | <input type="checkbox"/> Social Work       |
| <input type="checkbox"/> Communication Arts   | <input type="checkbox"/> English                          | <input type="checkbox"/> Mechanical Engineering |  |
| <input type="checkbox"/> Computer Engineering | <input type="checkbox"/> Graphic Design                   | <input type="checkbox"/> Nursing                |  |
| <input type="checkbox"/> Computer Science     | <input type="checkbox"/> Hospitality & Tourism Management | <input type="checkbox"/> Nutrition              |  |

Check the following link <http://admissions.lau.edu.lb/undergraduate/programs.php> for details regarding opportunities to enroll in a minor emphasis (such as sociology, digital media, business...) offered under select majors. Note that this scholarship covers studies at the undergraduate level only.

13. If you have a technical baccalaureate degree, you may apply to one of the following 8 majors in USP V. Mark your choice of major in the table below:

Major	Technical Field of Study
<input type="checkbox"/> Business	Business
<input type="checkbox"/> Communication Arts	Communication Arts
<input type="checkbox"/> Education	Education
<input type="checkbox"/> Hospitality and Tourism Management	Hospitality Management
<input type="checkbox"/> International Affairs	Political Science
<input type="checkbox"/> Nursing	Nursing
<input type="checkbox"/> Political Science	Political Science
<input type="checkbox"/> Psychology	Psychology

Only students with the technical field of studies listed in the second column of the above table are eligible to apply to USP V.

14. Do you like to acquire a teaching diploma ☐ Yes ☐ No ? (answer only if you have selected one of these majors: Chemistry, Education, Mathematics, English and Psychology).

15. Are you planning to apply to the military academy?

☐ Yes ☐ No

16. List any community service workshop, event or project, or any organization you have been involved in:

Name of event, project or organization	Date of event From To	Event Location	Role Played / Task Handled	Organizer name
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

If you have additional activities you may include them in a supplemental page and attach it to the application.

17. List the secondary school(s) you have attended during the past three years.

Full Name of Secondary School	Geographical Location (Specify governorate)	Date of Attendance From To	Diploma or Certificate Obtained / Expected	Class Completed (Specify section)
a. ....	.....	.....	.....	.....
b. ....	.....	.....	.....	.....
c. ....	.....	.....	.....	.....

18. In case you have any physical challenge, tell us about it. (this information is necessary to ensure we provide the facilities and support needed if any. This information will not constitute any basis for discrimination during the selection process).

.....  
.....  
.....

19. In case you did not attend any school last year, indicate what were you doing and the reasons.

.....  
.....  
.....

20. How did you learn about this scholarship? .....

.....  
.....

I, the undersigned, hereby certify that the above information is accurate and complete. I authorize verification of all statements contained therein and give the university the absolute discretion to use these documents whenever and wherever it deems fit. I understand that withholding information, misrepresentation, or forgery of the presented documents renders me subject to immediate dismissal from the university and all the applicable legal penalties.

I authorize the Lebanese American University to give access to any individual organization/institution requesting information from the Directory Information detailed in the University Confidential Policy. Furthermore, I understand that Non-Directory Information will not be available to any organization/institution prior to securing my written consent.

I further understand that all Lebanese American University staff, administration, faculty, and advisors may access Non-Directory Information when warranted, and without my consent, in order to facilitate my enrollment and educational process, subject to the terms of the University Confidentiality Policy.

If requested by guardians/parents, the university will release grades and other relevant information. This document is considered a valid release upon signature.

All documents submitted by applicants become the property of LAU and may not be reclaimed.

Signature of Applicant .....

Date .....





**USAID**  
FROM THE AMERICAN PEOPLE



**LAU**  
الجامعة اللبنانية الأمريكية  
Lebanese American University

**FINANCIAL AID APPLICATION  
UNIVERSITY SCHOLARSHIP PROGRAM (USP V)  
ACADEMIC YEAR 2014-2015**

**For University Use Only**

ID # .....

Date Received .....

PHOTO

(USE BLOCK LETTERS. USE DRY INK, APPLICATION WRITTEN IN PENCIL WILL BE REJECTED)

**1. Name in English (as in official documents)**

.....  
First Name

.....  
Father's / Middle Name

.....  
Family Name

**2. Personal Contact Information**

.....  
Home Phone Number

.....  
Personal Mobile Number

.....  
Parent's Phone Number

**3. Father's Information**

.....  
First Name

.....  
Father's / Middle Name

.....  
Family Name

☐ Self-employed    ☐ Employed    ☐ Unemployed    ☐ Deceased    Occupation .....

**4. Mother's Information**

.....  
First Name

.....  
Father's / Middle Name

.....  
Family Name

☐ Self-employed    ☐ Employed    ☐ Unemployed    ☐ Deceased    Occupation .....

**5. Do any of your parents have a serious medical condition?**

Yes ☐    No ☐

If yes, please provide supporting documents. \*

INDICATE ANY VERIFIED / ASPI



6. Sibling Information (brothers and sisters)					
Name	Age	Education / Occupation * (Current Year)	Annual Tuition Fees / Income	Benefiting from USPI, USPII or USPIII YES/NO	
1.					
2.					
3.					
4.					
5.					
If student: Specify name of school / university and tuition. (Attach supporting documents) *					
If working: Specify name of company and income. (Attach supporting documents) *					

  

7. Assets						
Owned Properties	الممتلكات	Location	Real Estate Lot No.	Year Purchased	Area (Sq.m.) المساحة (بالمتر المربع)	Estimated Present Value (in \$) القيمة الحالية (دولار \$)
Business: *	الممتلكات التجارية					
Home(s): *	المنزل / منازل					
Building(s): No. of floors... *	أبنية – عدد الطوابق...					
Land: No. of lots... *	أراضي – عدد القطع...					
Owned Cars	المركبات المملوكة	Owner	Make	Model Year	Year Purchased	Present Value (in \$) القيمة الحالية (دولار \$)
		المالك	نوع المركبة	سنة التصنيع	سنة الشراء	
Family Cars *	(Including the applicant's) المركبات العائلية (بما في ذلك مقدم الطلب)					

  

8. Income / Expense Detailed Information (in \$) معلومات مفصلة عن الإيرادات والمصاريف السنوية: (دولار \$)				
Income Details	تفاصيل الدخل	Father	Mother	Other (Specify) أخرى (حدد)
Basic salary *	الراتب الأساسي			
Benefits (educational, bonus, family allowance, transportation, extra month, rewards...)*	مستحقات أخرى (تعليمية، عائلات، تعويضات عائلية، مواصلات، أشهر إضافية، مكافآت...)			
Interest and / or investments *	فوائد مصرفية و/أو استثمارات			
Income from private business *	مداخيل من الأعمال الخاصة			
Other income (Specify) *	إيرادات أخرى (حدد)			
Total Income	مجموع الإيرادات			
Expense Details	تفاصيل المصاريف	Annually سنوياً		
Household expenses (food, clothing & other supplies)	نفقات الأسرة المعيشية (أغذية، ملابس ولوازم أخرى)			

Utilities (electricity, water, mazut)	نفقات المرافق (كهرباء، مياه ومازوت)	
Telephone	الهاتف	الجوال Fixed Line الثابت
Cars (taxes*, insurance, gasoline, maintenance) (المركبات (ضرائب، تأمين، بنزين وصيانة)		
House rent, taxes & maintenance *	إيجار المنزل، ضرائب وصيانة	
School / University tuition & other fees (excluding applicant's) * رسوم مدرسية وجامعية بالإضافة إلى رسوم أخرى * (باستثناء مقدم الطلب)		
Lodging (dorms / apartment rent) *	سكن طلابي (سكن طلابي أو إيجار شقة)	
Transportation (bus, taxi...)	مواصلات (حافلات، سيارات أجرة...)	
Travel expenses	مصاريف سفر	
Medical insurance *	تأمين صحي	
Life insurance: <input type="checkbox"/> Term <input type="checkbox"/> Investment تأمين على الحياة: <input type="checkbox"/> سنوي <input type="checkbox"/> استثمار		
Household help (maid, driver, daycare...)	مساعدات منزلية (خادمة، سائق ورعاية نهارية...)	
Loan repayment * (Specify) House	سكني	
Car	مركبات	
Business	تجارية	
Other	أخرى	
Income tax / NSSF or Coop charges ضريبة الدخل / ضمان اجتماعي أو تعاونية الموظفين		
Other expenses (Specify)	مصاريف أخرى (حدد)	
Total Expenses	مجموع المصاريف	
Net Income (Total Income minus Total Expenses) الإيراد الصافي (المجموع الإيرادات بعد خصم مجموع المصاريف)		

9. Are you receiving any educational assistance?  
☐ Yes ☐ No  
 If yes, please declare source and provide documentation. \* ..... Amount .....

10. Please provide two references (non-relatives) whom LAU may contact for additional verification.

Name .....	Telephone Number .....
Name .....	Telephone Number .....

We hereby declare that the aforementioned information is true, accurate and complete.

We also understand that this application will not be processed if not fully completed and that the student who gets Financial Aid based on incorrect information will have to pay it back.

We authorize the University to verify all statements contained therein by any means it deems necessary. We waive any claim to privacy or confidential information that might arise out of the inquiry conducted by the University for purposes of verifying data stated in this application or during the interview.

We further undertake to inform the University of any positive change as soon as it happens if it affects our financial status as presented above.

Any document submitted to LAU becomes the property of the University and will not be returned or photocopied.

Date	Student's Signature	Parent's Name	Parent's Signature
------	---------------------	---------------	--------------------

**\* Required Documents:** All the asterisked points, if applicable, are supposed to be documented when submitting the Financial Aid Application. A checklist of the required documents is attached for your perusal.



**A. EMPLOYEE INCOME STATEMENT**

EMPLOYEE'S NAME: .....	AMOUNT (in \$) If "none", kindly indicate as such.
Monthly Basic Salary	
Family Allowance	
Transportation	
Accommodation	
Profit Sharing Amount from Employer	
Bonus	
Commission	
Any Other Benefit .....	
Educational Benefit ( <i>each sibling separately</i> )	
1.	
2.	
3.	
4.	
5.	
No. of months payable / year .....	

The above is to be filled and submitted with covering letter from the employer declaring position and years of service.

Employer's Name & Seal: .....

Employer's Signature: ..... Date: .....

**B. Self-employed Income Statement**

Name of Institution (if applicable): .....

Registration No. .... Date .....

Company's / Owner's Nature of Work (Detailed): .....

.....

Address & Telephone Number: .....

.....

Number of Employees/Workers: .....

Annual Business Gross Income: \$.....

Annual Business Net Income : \$.....

Name & Seal: .....

Signature : ..... Date: .....

N.B. Official company and shareholders' documents as well as official recent Income Tax / Balance Sheet are to be submitted.

Section "A" or "B", or "A & B" of this form should be filled for every earning member of the family & for each position held.



## أ. إفادة دخل الموظف

إسم الموظف .....	المبلغ إن لم يوجد الرجاء الإشارة بـ "لا"
المعاش الشهري الأساسي	
التعويض العائلي	
بدل مواصلات	
بدل سكن	
المبلغ الناتج عن المشاركة بأرباح المؤسسة	
عائوة	
عمولة	
تعويضات أخرى	
منحة دراسية (كل ولد على حدة)	
١.	
٢.	
٣.	
٤.	
٥.	
عدد الأشهر المنفوعة سنوياً .....	

يجب ملء الإستمارة الميينة أعلاه وإرفاقها برسالة صادرة عن رب العمل تصرح عن المنصب الذي يشغله الموظف وتبين عدد سنوات الخدمة.

إسم رب العمل: .....

الإمضاء: ..... خاتم المؤسسة: ..... التاريخ: .....

## ب. إفادة الدخل عن عمل آخر

إسم المؤسسة (بحال وجودها): .....

ترخيص / علم و خير: رقم ..... تاريخ .....

طبيعة عمل المؤسسة / المالك: (بالتفصيل) .....

.....

العنوان والهاتف: .....

.....

عدد الموظفين / الأجراء: .....

مدخول العمل الإجمالي السنوي: .....

مدخول العمل الصافي السنوي: .....

الإسم والخاتم: .....

التاريخ: ..... الإمضاء: .....

ملاحظة: الرجاء إرفاق المستندات الرسمية للشركة والشركاء، بالإضافة إلى الميزانية وتصريح ضريبة الدخل الرسمية للسنة المنصرمة.

على كل فرد عامل من أفراد العائلة أن يملأ الحقل المناسب من هذه الإستمارة (أ)، (ب) أو (أب) وفي حال العمل لدى أكثر من مؤسسة فمن المتوقع ملء استمارتين منفصلتين

**LEBANESE AMERICAN UNIVERSITY**  
**USP V FINANCIAL AID DOCUMENTS CHECKLIST**

STUDENT'S NAME: ..... ID: .....

☐ Photograph ☐ Applicant's Recent Individual Civil Record

Recent Employment Certificate (Covering Letter (CL) from employer & Income Statement (IS)):

☐ Father ☐ CL ☐ IS ☐ Mother ☐ CL ☐ IS  
Other Family Members ..... ☐ CL ☐ IS  
..... ☐ CL ☐ IS ☐ ..... ☐ CL ☐ IS

- ☐ Official Company and Shareholders' Documents Pertaining to Private Business  
☐ Official Recent Income Tax/ Balance Sheet of Private Business  
☐ Photocopy of Rented out Property Recent Rent Contracts

Recent School Statements or Receipts covering ONE WHOLE Academic Year for each studying dependent:

☐ ..... ☐ ..... ☐ .....  
☐ ..... ☐ ..... ☐ .....

☐ Educational Benefits Or Assistance (Official documents)

☐ Recent Family Civil Status Record (Issued within six months)

Photocopy of Recent Rent Contract (If recent contract not available, then an old one plus recent rent receipts covering current year). If using a friend's or a relative's property or rented premises, then a photocopy of their Rent Contract or Deed:

☐ House ☐ Business

Photocopy of Deeds of all property owned as well as all inherited property, even if not allotted yet (i.e. deed in name of original owner)

☐ House ☐ Business ☐ Others

Photocopy of Car(s) Registration(s) and recent Mecanique (Taxes) Documents:

☐ ..... ☐ ..... ☐ .....

☐ Photocopy of Loan Agreement(s) with supporting documents

☐ Photocopy of Medical Insurance Premium Document

☐ Other Documents (Specify):

.....

Received by ..... Date .....

Signature .....

USPV FINANCIAL AID APPLICATION

13

## الجامعة اللبنانية الأميركية

### جدول بالوثائق المطلوبة لبرنامج مساعدة الطلبة الجامعيين (الخامس)

إسم الطالب: ..... الرقم المتسلسل: .....

☐ صورة فوتوغرافية ☐ إخراج قيد فردي للطلاب

عقد العمل الحالي ومضمونه: (رسالة توضيحية (ر ت) من ربّ العمل بالإضافة إلى تصريح بالمعاش (ت م)): ☐ الأب ☐ (ر ت) ☐ (ت م) ☐ أم ☐ (ر ت) ☐ (ت م)  
أعضاء أخرى من العائلة:

..... ☐ (ر ت) ☐ (ت م)  
..... ☐ (ر ت) ☐ (ت م)  
..... ☐ (ر ت) ☐ (ت م)

☐ صور عن الوثائق الرسمية المبيّنة لتوزيع الحصص في الشركات الخاصة  
☐ البيانات الرسمية لضريبة الدخل والميزانية العامة المقدمة لوزارة المال عن العمل الخاص  
☐ صور عن وثائق الملكية المؤجرة مع عقود الإيجار الحالية

مستندات بالمدفوعات المدرسية السنوية لكل من الأولاد المسجلين في المدارس أو الجامعات:

..... ☐ ..... ☐  
..... ☐ ..... ☐

☐ وثائق رسمية للمستحقّات أو المساعدات التعليمية

☐ إخراج قيد عائلي (فترة إصداره لا تزيد عن السنة أشهر)

صور عن عقود الإيجار الحديثة (أو إيصالات رسمية في حال عدم توفر العقد عن السنة الحالية). أمّا في حال استعمال عقار أحد الأقرباء أو الأصدقاء عندها يجب تسليم عقد إيجارهم أو صكّ الملكية:  
☐ البيت ☐ العمل

صور عن وثائق الملكية (المشترأة أو الموروثة) أو تلك التي بإسم المالك الأساسي إذا لم يتمّ تسجيلها بعد  
☐ البيت ☐ العمل ☐ أشياء أخرى

صور عن الوثائق الرسمية لدفاتر السيارات والمركبات الآلية والضرائب المدفوعة (الميكانيك):

..... ☐ ..... ☐

☐ صور عن الوثائق الرسمية عن اتّفاقيات القروض

☐ صور عن وثائق التأمين الصحي

☐ صور عن مستندات أخرى: (مع تحديد نوعيتها)

.....

سُلمت المستندات إلى: ..... بتاريخ: .....

الأعضاء: .....

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academically intellectually stimulating and is rela  
 d to excellence in service d Lebanese Universit  
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[illegible]



Contact us at:

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Tel 09 547254/62 ext 2191  
Fax 09 546560  
admissions.byblos@lau.edu.lb

[www.lau.edu.lb/usp](http://www.lau.edu.lb/usp)





## Annex 5: Media Appearance: You tube link

[https://www.youtube.com/watch?feature=player\\_embedded&v=LEhALb02jo#t=29](https://www.youtube.com/watch?feature=player_embedded&v=LEhALb02jo#t=29)

## Annex 6: Facebook and Twitter Ad.



**LAU**  
December 3, 2013

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University Scholarship Program (USP V) at LAU — with Fares Mesmar and 2 others.

**University Scholarship Program (USP V) at LAU**

**USAID**  
FROM THE AMERICAN PEOPLE

**LAU**  
الجامعة اللبنانية الأمريكية  
Lebanese American University

The Lebanese American University (LAU) is pleased to introduce and launch the University Scholarship Program (USP V) that aims to provide undergraduate scholarships to 54 promising public high school students from all 6 governorates of Lebanon.

This program is made possible with the support of the American people through the United States Agency for International Development (USAID). USP V is very ambitious, generous and opens the door to a whole new generation of Lebanese to access university education at LAU.

If you are accepted, USP V will cover the following: Full tuition fees, Medical insurance, Book allowance, Student housing or transportation allowance, a monthly stipend and a Laptop.

The University Admission offices will contact the Lebanese public high schools to disseminate all information related to the program, the eligibility criteria and the required documents.

The deadline to submit USP V Applications for Admission and for Financial Aid is March 31, 2014.

You may contact us at:

<b>Admissions Office</b> Beirut Campus P.O. Box 13-5053 Chouran, Beirut 1102 2801 Tel: 01-786456/64 ext. 1355 Fax: 01-786454 admissions.beirut@lau.edu.lb	<b>Admissions Office</b> Byblos Campus P.O. Box 36 Byblos, Lebanon Tel: 09-547254/62 ext. 2191 Fax: 09-546560 admissions.byblos@lau.edu.lb
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[www.lau.edu.lb/usp](http://www.lau.edu.lb/usp)

**Annex 7:** Pictures for Public High School Visits









**Annex 8:** Agenda of the Career Counseling Workshop



**USP V Pre-Orientation**

**Monday 18<sup>th</sup> of August 2014**

**BB 903- LAU Beirut**

9:30 – 10:00	Arrival and Registration Collection of Grade 12 transcripts	
10:00 – 10:15	Introduction	USP Management team
10:15 – 12:15	Career Guidance workshop	
12:15 – 12:30	Forms fill-out <ul style="list-style-type: none"><li>• Dorms' request form</li><li>• Major confirmation form</li></ul>	

**Annex 9:** USP V Specific Orientation Sep 4, 2014



**The USAID University Scholarship Program Orientation**

USP V students will undergo an obligatory multi-day orientation:

1. **Specific orientation** (organized by the Outreach & Civic Engagement unit) which will take place on September 4, 2014 and on September 27, 2014
2. **General orientation** (organized by the Deans of Students' offices in both Beirut and Byblos) which will be during the week of September 8-10 in Beirut and September 15-16 in Byblos, depending on the students' major and class.

Below is a detailed schedule of the orientation:

**USP SPECIFIC ORIENTATION- Day I:**

**Thursday September 04, 2014: (Beirut Campus - Business Building 903)**

This day will be specific for USP students. On this day, students will be receiving all sorts of information



pertaining to the specifics of their grant as well as their rights and responsibilities towards it. They will get introduced to USAID and its programs in Lebanon, the USP Management at LAU, the Outreach and Civic Engagement unit (OCE) which will be in charge of developing their leadership capacities and their well-being, as well as to get a chance to ask any questions that they still have regarding the scholarship and LAU in general . Below is the schedule of the day:

Time	Presentation	Speaker
<b>8:30 - 9:00</b>	<b>Registration</b> <b>Distribution of USP orientation material</b>	
<b>Introductions</b>		
<b>9:00-9:05</b>	<b>Word of Welcome</b>	TBA
<b>9:05- 9:10</b>	About Student Development & Enrolment Management at LAU	Vice President for Student Development & Enrollment Management
<b>9:10-9:30</b>	Admissions Welcoming How the students were selected & transition to The Outreach and Civic Engagement Unit	Recruitment and Selection Coordinator – Assistant Vice President for Enrollment Management
<b>9:30-10:00</b>	OCE Welcoming What it is OCE, its activities and functions	USP Program Director
<b>10:00-10:30</b>	<b>Break and informal mingling with students</b>	
<b>Grant Specifics and Services</b>		
<b>10:30-10:45</b>	Grant Specifics Stipend, bank accounts, contact people etc.	Assistant Vice President for Finance-Budget and Grants
<b>10:45-11:05</b>	Managing Household Finances	TBA
<b>11:05-11:20</b>	Student services : Career guidance and student life	Career Guidance Associate Manager
<b>11:20-11:30</b>	Student Clubs: Introduction to student life	Senior Program Coordinator
<b>11:30-11:50</b>	Dorms: Pictures, rules and regulations, what's around them, shuttle services etc....	Dorms Representative
<b>11:50-12:30</b>	Q&A about the grant and LAU in general	Panel Discussion
<b>12:30-12:50</b>	Student Mentors Introductions to what they do	OCE (Outreach and Civic Engagement Office)
<b>12:50-1:50</b>	<b>Lunch with USP V Scholars</b>	
<b>2:00</b>	Group Pictures & Campus Tour	

### **General Orientation:**

**September 8 – September 10, 2014 (Beirut Campus)**  
**September 11 (Nursing Student Orientation)**  
**September 15 – September 16, 2014 (Byblos Campus)**



Students will be expected to come on one day for their **general orientation**. The day will be determined depending on major and campus. On the day of orientation, students will receive the LAU orientation package and their contract sheets. They will be initiated to LAU with a movie, a welcoming word from the Dean of Students and a presentation that includes information as to the different services provided by the Dean of Student's Office, Financial Aid, and Outreach and Civic Engagement Services. Moreover, the day will include an online presentation and hands-on training on advising and registration procedures, a session on discovering the major and potential related careers, and a campus tour. **(Detailed schedule of the Beirut and Byblos campuses general orientation will be distributed to the students on their Specific Orientation)**

### **Advising & Registration:**

#### **September 11- 16th (Registration for all students including the USP V students):**

The USP V students will have to finish their advising/registration during that period. The advising and registration takes one day.

### **USP SPECIFIC ORIENTATION- Day II**

#### **Saturday September 27, 2014 (Byblos Campus- Frem 201)**

Students will undergo in this day a series of team building, leadership and group formation exercises in addition to a workshop on Household Finances. This is extremely important so as to form a coherent group of students, build a sense of community, create an "ensemble" and initiate them to the program.

The workshop will be introduced by the Program Director (executive director of outreach and civic engagement-) and will be given by USP and OCE staff with a significant contribution from the USP I, II and III students and a cohort of OCE student leaders. The orientation will also include a 'computer literacy' workshop.



**USP V Orientation- Day II**

**“Initiation to Leadership”**

**Saturday 27<sup>th</sup> September 2014**

**Frem 201- LAU Byblos**

Time	Activity	Speakers
9:00 – 9:30	Arrival and Registration	
9:30 – 9:40	LAU Word of Welcome	
9:40 – 9:50	Word of USAID	USAID Mission Director
9:50 – 10:00	Introduction to the orientation day + Group Picture	USP Management team and Outreach & Civic Engagement team Old USP scholars’ testimonies
10:00 – 10:30	Informal Mingling with USAID Officials and Breakfast	
10:30 – 11:30	Computer Literacy Workshop	
11:30 – 13:30	Team Building and Group Formation exercises	OCE team and USP scholars
13:30 – 14:30	Lunch	
14:30 – 15:30	“What does it take to be a successful USP scholar?”	